



**Birmingham Organising Committee for the 2022 Commonwealth Games
Board Meeting**

Monday 21 January 2019

Members present:	In attendance:
John Crabtree (Chair) Ellie Simmonds – NED Zara Hyde-Peters – NED Jonathan Browning – NED Nick Timothy – NED Helen Judge – DCMS Simon Ball – CGE David Grevemberg – CGF Dame Julie Moore – DCMS Dame Louise Martin – CGF Derrick Anderson – WMCA Apologies: Ian Ward – BCC Ian Metcalfe – CGE David Leather – CGFP Lyndsey Jackson – NED	Ian Reid – CEO Tim Pile – Birmingham & Solihull LEP Martin Reynolds – Item 9 Rebecca Battman – RBL Item 9 Steve Marsden – CGFP Item 12

ITEM NO	ITEM	Decision /Action Owner
2019/01-001	<u>Apologies for Absence</u>	
2019/01-002	<u>Minutes of Previous Meeting</u> • The Board approved minutes	
2019/01-003	<u>Appointment of new Directors</u> • The Chair announced new non-executive members: Ellie Simmonds, Nick Timothy and Lyndsey Jackson	
2019/01-004	<u>Declarations of Interest of Directors</u> 1. Action: OC to circulate form to members to complete 2. Action: members to complete before next meeting	OC/ Rachel All members
Reporting:		
	Background	
2019/01-005	<u>General games progress update paper</u> Ian Reid, CEO, presented the item and provided an update on progress, answering members' questions in regards to security, workforce, communications, venue & village. Members also asked the CEO whether there are any specific areas of concern or delays 3. Action: to provide update on Insurance on next board meeting	IR

	4. Action: to share OC project plan with members 5. Action: to circulate the security plans	IR IR
	Company Governance/ General Business	
2019/01-006	<p><u>Update on Board Committees / Non-Executive Appointments</u> Discussion took place in regards to Committee membership with members asking the Board to revisit the Committee(s) Terms of Reference at the next meeting and re-confirm them.</p> <p>The Chair brought up legacy and members' involvement in different strands of work taking it forward. A short discussion followed on working alongside the cross-partner group on this area. It was agreed that the Board should have a role and recognised that this (legacy work) is an area where everyone can contribute to ensure success.</p>	
2019/01-007a	<p><u>Milestone dashboard including capital projects and key risks and issues</u> Ian Reid presented the item, focussing on amber and red issues. No Questions from board members</p>	
2019/01-007b	<p><u>Risk Appetite Presentation</u> Ian Reid gave a presentation, outlining the 5 areas the OC are looking at in relation to risk appetite and explaining that the aim is for the board to agree an approach. The 5 areas identified were:</p> <ul style="list-style-type: none"> • Finance • Health & safety • Image & reputation • Athlete Quality / client satisfaction (both athletes and spectators) • Schedule <p>6. Action: to circulate presentation to the board 7. Action: Members recommended that an approximate indicator, showing the impact on costs if you move up or down the risk level, is added.</p> <p>Adding legacy enablement was suggested and that cost is also considered (in terms of the 3 dimensions of a project, cost, time and quality) so that the board know what is the choice within the current envelope</p>	IR IR
2019/01-008	<p><u>Budget update and finance report</u> Again, the CEO presented the item feeding back on what happened at the Treasury Approval Point (TAP) meeting back in December. Ian also explained that HMT intention was to go through a Major Projects Review Group (MPRG) process, meaning they (HMT) will be looking at the budget and all other areas. The difference between TAP and MPRG process was explained to the Board by Helen Judge.</p> <p>8. Action: the board requested to see an early MPRG project plan from DCMS</p>	DCMS/CGDU
	Decision and Discussion Items	
2019/01-009	<p><u>Birmingham 2022 brand proposal - Decision</u> Martin Reynolds, communications and marketing advisor and Rebecca Battman, RBL brand agency, gave a well-received</p>	

	<p>presentation on the brand and logo proposal, including on all outreach work that has taken place since the first Board meeting back in September.</p> <p>Decision: The Board unanimously approved the logo and brand proposal</p>	
2019/01-010	<p><u>Additional Sports Review recommendation – Decision</u> The CEO presented the item and talked about the recommendation. And a discussion followed around announcement and timings.</p> <p>Decision: The Board agreed with the recommendation</p>	
2019/01-011	<p><u>Organising Committee – Arms Length Body – Discussion</u> The CEO gave the background to this item and concluded that OC's status cannot change at this stage. He suggested that it would be more constructive for the board to focus on working with DCMS in finding workable solutions.</p> <p>The Chair asked the Board for agreement on the suggested approach and it was agreed that it is right to focus on outcomes. A discussion followed about escalation process, decision-making and the role of the Funders Group. Other issues discussed were the end of year flexibility, use of contingency and capital projects. It was suggested that MPRG will provide an opportunity to highlight these issues and OC's need for flexibility.</p> <p>9. Action: HJ to discuss issues raised with HMT and CO</p> <p>10. Action: NT to draft a note for the Board on using MPRG as a platform to raise board's concerns in regards to status</p>	<p>HJ NT</p>
2019/01-012	<p><u>Commercial Programme Update - Presentation</u> A presentation given by Peter Raper and Steve Marsden – CGFP</p>	
	AOB	
	Date of Next Meeting: 21 March 2019	